



## **GENERAL SERVICES ADMINISTRATION**

**Federal Supply Service**

### **Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*®, a menu-driven database system. The INTERNET address GSA *Advantage!*® is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

## **Multiple Award Schedule**

**FSC Group: Professional Services**

**Contract number: 47QRAA22D000S**

**Contract period: October 15, 2021, through October 14, 2026**

**Aegis Project Controls Corp.  
1010 Wayne Ave Ste 770  
Silver Spring, MD 20910  
240-454-1573**

**[www.consultaegis.com](http://www.consultaegis.com)**

**Contract Administrator: Michael Bonistalli  
240-454-1573**

**[mbonistalli@consultaegis.com](mailto:mbonistalli@consultaegis.com)**

**Business size: Small**

**For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](http://GSA.gov).**

**Price list current as of Award effective October 15, 2021**

**Prices Shown Herein are Net (discount deducted)**



## **CUSTOMER INFORMATION**

**1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).**

SINs	Recovery	SIN Title
541330ENG	541330ENG RC	Engineering Services

**1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**  
N/A

**1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. See Page 4 or add Labor category descriptions**

**2. Maximum order:** \$1,000,000

SINs	Maximum Order
541330ENG	\$1,000,000

**3. Minimum order:** \$100

**4. Geographic coverage (delivery area).** Domestic Only: 50 States, DC and Territories

**5. Point(s) of production (city, county, and State or foreign country).** Silver Spring, MD

**6. Discount from list prices or statement of net price. Government Net Prices** (discounts already deducted.)

**7. Quantity discounts.** None

**8. Prompt payment terms. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.** Net 30 days

**9. Foreign items (list items by country of origin).** Not Applicable (typical response)

**10a. Time of delivery. (Contractor insert number of days.)** To Be Determined at the Task Order level

**10b. Expedited Delivery. Items available for expedited delivery are noted in this price list.**  
Contact Contractor

**10c. Overnight and 2-day delivery.** Contact Contractor



**10d. Urgent Requirements.** Contact Contractor

**11. F.O.B. point(s).** Destination

**12a. Ordering address(es).** Ordering Address

**12b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

**13. Payment address(es).** Same and company address

**14. Warranty provision.** Standard Commercial Warranty Terms & Conditions

**15. Export packing charges, if applicable.** Not Applicable

**16. Terms and conditions of rental, maintenance, and repair (if applicable).** Not Applicable

**17. Terms and conditions of installation (if applicable).** Not Applicable

**18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).** Not Applicable

**18b. Terms and conditions for any other services (if applicable).** Not Applicable

**19. List of service and distribution points (if applicable).** Not Applicable

**20. List of participating dealers (if applicable).** Not Applicable

**21. Preventive maintenance (if applicable).** Not Applicable

**22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).** Not Applicable

**22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at:**

**[www.Section508.gov/](http://www.Section508.gov/).**

Not Applicable

**23. Unique Entity Identifier (UEI) number.** 784702842

**24. Notification regarding registration in System for Award Management (SAM) database.**  
Contractor registered and active in SAM



### Add awarded labor category rates

SIN	Labor Category Title	Year 1	Year 2	Year 3	Year 4	Year 5
541330ENG	Architectural Inspector	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Civil Engineer	\$126.40	\$129.31	\$132.28	\$135.32	\$138.43
541330ENG	Commissioning Agent	\$113.95	\$116.58	\$119.26	\$122.00	\$124.81
541330ENG	Concrete Masonry Inspector	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Construction Executive	\$204.03	\$208.72	\$213.52	\$218.43	\$223.46
541330ENG	Construction Planner/Scheduler 1	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Construction Planner/Scheduler 2	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Construction Planner/Scheduler 3	\$116.68	\$119.36	\$122.10	\$124.91	\$127.79
541330ENG	Chief Construction Planner/Scheduler	\$165.29	\$169.09	\$172.98	\$176.96	\$181.03
541330ENG	Cost Engineer	\$97.23	\$99.47	\$101.75	\$104.09	\$106.49
541330ENG	Estimating/ Cost Manager I	\$116.68	\$119.36	\$122.10	\$124.91	\$127.79
541330ENG	Estimating/Cost Manager II	\$136.12	\$139.25	\$142.45	\$145.73	\$149.08
541330ENG	Estimating/Cost Manager III	\$155.57	\$159.14	\$162.81	\$166.55	\$170.38
541330ENG	Cultural Resources/Historic Preservationist	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Electrical Engineer	\$121.26	\$124.05	\$126.90	\$129.82	\$132.81
541330ENG	Electrical Inspector	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Elevator Engineer	\$121.26	\$124.05	\$126.90	\$129.82	\$132.81
541330ENG	Environmental Engineer	\$125.64	\$128.53	\$131.49	\$134.51	\$137.61
541330ENG	Financial/Budget Control Officer	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Geotechnical Engineer	\$121.26	\$124.05	\$126.90	\$129.82	\$132.81
541330ENG	Geotechnical Inspector	\$94.21	\$96.37	\$98.59	\$100.86	\$103.18
541330ENG	Mechanical Engineer	\$121.26	\$124.05	\$126.90	\$129.82	\$132.81
541330ENG	Mechanical Inspector	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Move Coordinator	\$85.47	\$87.43	\$89.44	\$91.50	\$93.60
541330ENG	Noise/Acoustical Engineer	\$119.80	\$122.55	\$125.37	\$128.26	\$131.21
541330ENG	Document Controller I	\$75.26	\$77.00	\$78.77	\$80.58	\$82.43
541330ENG	Document Controller II	\$97.23	\$99.47	\$101.75	\$104.09	\$106.49
541330ENG	Project Engineer/Architect 1	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Project Engineer/Architect 2	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Project Engineer/Architect 3	\$116.68	\$119.36	\$122.10	\$124.91	\$127.79
541330ENG	Project Manager 1	\$126.40	\$129.31	\$132.28	\$135.32	\$138.43
541330ENG	Project Manager 2	\$140.98	\$144.22	\$147.54	\$150.94	\$154.41



SIN	Labor Category Title	Year 1	Year 2	Year 3	Year 4	Year 5
541330ENG	Project Manager 3	\$155.57	\$159.14	\$162.81	\$166.55	\$170.38
541330ENG	Relocation Manager	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Safety/OSHA/Environmental Hygienist Inspector	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Senior Project Claims Analyst	\$140.98	\$144.22	\$147.54	\$150.94	\$154.41
541330ENG	Specifications Writer	\$94.80	\$96.98	\$99.21	\$101.49	\$103.83
541330ENG	Structural Engineer	\$126.40	\$129.31	\$132.28	\$135.32	\$138.43
541330ENG	Structural Inspector	\$106.95	\$109.41	\$111.93	\$114.50	\$117.14
541330ENG	Value Engineer Consultant	\$116.68	\$119.36	\$122.10	\$124.91	\$127.79
541330ENG	Program Director	\$243.07	\$248.66	\$254.38	\$260.23	\$266.22

## Add awarded labor category descriptions

### **Architectural Inspector**

#### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

#### *Minimum Education*

Bachelor's degree from an accredited college or university.

### **Civil Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.



## **Commissioning Agent**

### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

### *Functional Responsibility*

Develops as designers, contractors, owner/operator, testing agencies) in the commissioning process. Reviews and confirms acceptability of operations and maintenance documentation for accuracy and completeness. Recommends corrective actions for underperforming or noncompliant systems or materials. Oversees contractor training for owner/operators. Prepares commissioning reports.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Concrete Masonry Inspector**

### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.

### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Must possess relevant certifications according to project requirements.

## **Construction Executive**

### *Minimum Experience*

Minimum of 15 years of experience with recognized leadership experience.

### *Functional Responsibility*

Provides overall management and accomplishment of construction management activities. Plans and coordinates all primary and support activities to ensure all goals and objectives are met with control of project schedule and budget. Performs management responsibilities to fulfill development to closeout activities for multiple complex projects. Serves as a primary customer contact and a liaison between the client and contractors for contracting, management, and technical issues.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree is encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.



### **Construction Planner / Scheduler 1**

#### *Minimum Experience*

Minimum of 3 years of experience.

#### *Functional Responsibility*

Supports project team in a project controls environment, employing applications common in construction management (i.e. MS Project, Primavera Project Planner, contract management applications, and MS Office.) Uses project management tools to manage tasks, resources, changes, budget, and schedule. Assists the project team in controlling project schedule, resources, scope and funds on projects. Performs a supporting role in developing project schedules and analyzing contractor schedules for delay, acceleration, and compatibility with program.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Construction Planner / Scheduler 2**

#### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Applies advanced architecture/engineering/construction project management principles (CPM scheduling, risk management, quality control, and contract administration) in a project controls environment. Employs systems applications common in construction management including MS Project, Primavera Project Planner, contract management applications, and MS Office. Serves as a resource in the implementation and use of project management tools to manage tasks, resources, changes, budget, and schedule. Performs a leading role in developing masterprogram schedules and analyzing contractor schedules for delay, acceleration, and compatibility with program.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Construction Planner / Scheduler 3**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Applies advanced architecture/engineering/construction project management principles (CPM scheduling, risk management, quality control, and contract administration) in a project controls environment. Employs systems applications common in construction management including MS Project, Primavera Project Planner, contract management applications, and MS Office. Serves as a resource in the implementation and use of project management tools to manage tasks, resources, changes, budget, and schedule. Performs a leading role in developing masterprogram schedules and analyzing contractor schedules for delay, acceleration, and compatibility with



program.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Chief Construction Planner / Scheduler**

#### *Minimum Experience*

Minimum of 12 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Oversees and acts as the subject matter expert for construction planning. Manages Construction Planners/Schedule 1, 2 and 3. Applies advanced architecture/engineering/construction project management principles (CPM scheduling, risk management, quality control, and contract administration) in a project controls environment. Employs systems applications common in construction management including MS Project, Primavera Project Planner, contract management applications, and MS Office. Serves as a resource in the implementation and use of project management tools to manage tasks, resources, changes, budget, and schedule. Performs a leading role in developing masterprogram schedules and analyzing contractor schedules for delay, acceleration, and compatibilitywith program.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Cost Engineer**

#### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Performs cost estimating for construction projects. Prepares quantity surveys and conceptual estimates from design documents. Provides value engineering recommendations to project team. Analyzes costs proposed by others and provides recommendations accordingly.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Cost Manager I**

#### *Minimum Experience*

Minimum of 3 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Ensures that costs for the company's products and services are allocated according to caproate procedures and in compliance financial accounting standards. Oversees the cost control systems, manages the cost accounting staff and assists in completing projects. Ensures that project and department milestones are met. Extensive knowledge of department processes.





#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

#### **Cost Manager II**

##### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

##### *Functional Responsibility*

Ensures that costs for the company's products and services are allocated according to corporate procedures and in compliance financial accounting standards. Prepares cost accounting reports for presentation to management Oversees the cost control systems, manages the cost accounting staff and assists in completing projects. Ensures that project and department milestones are met. Extensive knowledge of department processes.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

#### **Cost Manager III**

##### *Minimum Experience*

Minimum of 7 years of experience with recognized leadership experience.

##### *Functional Responsibility*

Ensures that costs for the company's products and services are allocated according to corporate procedures and in compliance financial accounting standards. Oversees the cost control systems, manages and interprets cost audits. Prepares cost accounting reports for presentation to management Oversees the cost control systems, manages the cost accounting staff and assists in completing projects. Ensures that project and department milestones are met. Extensive knowledge of department processes.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

#### **Cultural Resources/Historic Preservationist**

##### *Minimum Experience*

Minimum of 6 years of experience with recognized leadership experience.

##### *Functional Responsibility*

Responsible for supporting planning efforts related to complex projects. Manages historic preservation issues and public approval strategies. Coordinates legal, land use, economic and civic issues related to cultural or historic resources. Collaborates with experts in design, construction, real estate, financial management and other disciplines to address project issues and facilitate approvals from authorities.



#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Electrical Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Electrical Inspector**

#### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Must possess relevant certifications according to project requirements.

### **Elevator Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.



#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Environmental Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides management, supervision, advisory or inspection services in project coordination and management at any stage of project. Serves as a liaison among planners, designers, contractors and government officials to manage projects, implement studies, or facilitate resolution of design or environmental issues. Provides deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Financial/Budget Control Officer**

#### *Minimum Experience*

Minimum of 7 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Participates in a project team providing financial management services for construction management projects. Performs planning, budgeting, funds monitoring and financial status reporting. Applies specialized knowledge of administrative and contractual practices in the industry to ensure adherence to procedures for processing invoices and contract modifications. Leads financial/business analysts in construction-related financial tasks. Prepares payment and contract modification approval documentation. Analyzes budgets, cost estimates and proposals for accuracy and strategic implications. Provides support and coordination for key project processes such as planning, procurement, acceptance and contract close-out. Responsible for financial and administrative coordination of contracts, including invoice review and processing, budget tracking and reporting, and communicating procedures.

#### *Minimum Education*

Bachelor's degree in a related field from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Geotechnical Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.



### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Geotechnical Inspector**

### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.

### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Must possess relevant certifications according to project requirements.

## **Mechanical Engineer**

### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Mechanical Inspector**

### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.



#### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Must possess relevant certifications according to project requirements.

### **Move Coordinator**

#### *Minimum Experience*

Requires 1 year of experience.

#### *Functional Responsibility*

Provides support in project coordination and management at any stage of relocation or construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate project activities.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Noise/Acoustical Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Document Controller I**

#### *Minimum Experience*

Minimum of 2 years of experience.

#### *Functional Responsibility*

Performs office administrative duties including, but not limited to the following: planning meetings;



distributing correspondence; ordering office supplies and equipment; managing employee personnel files. Must have excellent written and verbal communication skills. Performs special industry specific functions such as: Maintaining detailed electronic and hard- copy file systems for project specific documents; utilizing electronic collaboration applications; following special procedures related to sensitive project items such as security, contract and financial documents; preparing correspondence and logs.

#### *Minimum Education*

Requires an associate's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Document Controller II**

#### *Minimum Experience*

Minimum of 4 years of experience.

#### *Functional Responsibility*

Performs office administrative duties including, but not limited to the following: planning meetings; distributing correspondence; ordering office supplies and equipment; managing employee personnel files. Must have excellent written and verbal communication skills. Performs special industry specific functions such as: Maintaining detailed electronic and hard- copy file systems for project specific documents; utilizing electronic collaboration applications; following special procedures related to sensitive project items such as security, contract and financial documents; preparing correspondence and logs.

#### *Minimum Education*

Requires an associate's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Document Manager I**

#### *Minimum Experience*

Minimum of 2 years of experience.

#### *Functional Responsibility*

Familiar with a variety of the field's concepts, practices, and procedures. Must have prior experience utilizing task/priority management and information/document skills to complete assignments and meet deadlines. Manages the documentation department in accordance with organizational policies and goals. Develops standard documentation methods to effectively communicate product concepts and use.

#### *Minimum Education*

Requires an associate's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Document Manager II**

#### *Minimum Experience*

Minimum of 4 years of experience.



### *Functional Responsibility*

Familiar with a variety of the field's concepts, practices, and procedures. Must have prior experience utilizing task/priority management and information/document skills to complete assignments and meet deadlines. Manages the documentation department in accordance with organizational policies and goals. Develops standard documentation methods to effectively communicate product concepts and use.

### *Minimum Education*

Requires an associate's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Project Engineer / Architect 1**

### *Minimum Experience*

Minimum of 2 years of experience with recognized leadership experience.

### *Functional Responsibility*

Provides leadership and supervision in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design issues. Provides or oversees constructability reviews, pricing/cost reviews and technical and management oversight. Performs a leading role for the management team in controlling schedule, resources, and project funds, while ensuring compliance with standards and contract/program requirements.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Project Engineer / Architect 2**

### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

### *Functional Responsibility*

Provides leadership and supervision in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design issues. Provides or oversees constructability reviews, pricing/cost reviews and technical and management oversight. Performs a leading role for the management team in controlling schedule, resources, and project funds, while ensuring compliance with standards and contract/program requirements.

### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

## **Project Engineer / Architect 3**

### *Minimum Experience*



Minimum of 8 years of experience with recognized leadership experience.

***Functional Responsibility***

Provides leadership and supervision in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design issues. Provides or oversees constructability reviews, pricing/cost reviews and technical and management oversight. Performs a leading role for the management team in controlling schedule, resources, and project funds, while ensuring compliance with standards and contract/program requirements.

***Minimum Education***

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

**Project Manager 1**

***Minimum Experience***

Minimum of 5 years of experience with recognized leadership experience.

***Functional Responsibility***

Implements and uses project management tools to manage tasks, resources, changes, budget, and schedule. Coordinate's planning, scoping, design, construction, environmental considerations and direction of a project. Coordinates activities at the senior level and oversees all aspects of projects. Serves as a primary customer contact and a liaison between the client and contractors for contracting, management, and technical issues. Provides direction, guidance and assistance to engineers, consultants, and contractors. Develops construction project standards; approves schedules; supervises personnel; reviews deliverables; ensures quality; reviews scopes of work; communicates purpose; oversees project goals and objectives.

***Minimum Education***

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

**Project Manager 2**

***Minimum Experience***

Minimum of 8 years of experience with recognized leadership experience.

***Functional Responsibility***

Implements and uses project management tools to manage tasks, resources, changes, budget, and schedule. Coordinate's planning, scoping, design, construction, environmental considerations and direction of a project. Coordinates activities at the senior level and oversees all aspects of projects. Serves as a primary customer contact and a liaison between the client and contractors for contracting, management, and technical issues. Provides direction, guidance and assistance to engineers, consultants, and contractors. Develops construction project standards; approves schedules; supervises personnel; reviews deliverables; ensures quality; reviews scopes of work; communicates purpose; oversees project goals and objectives.

***Minimum Education***

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from





nationally accredited organizations are highly desired.

### **Project Manager 3**

#### *Minimum Experience*

Minimum of 12 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Implements and uses project management tools to manage tasks, resources, changes, budget, and schedule. Coordinate's planning, scoping, design, construction, environmental considerations and direction of a project. Coordinates activities at the senior level and oversees all aspects of projects. Serves as a primary customer contact and a liaison between the client and contractors for contracting, management, and technical issues. Provides direction, guidance and assistance to engineers, consultants, and contractors. Develops construction project standards; approves schedules; supervises personnel; reviews deliverables; ensures quality; reviews scopes of work; communicates purpose; oversees project goals and objectives.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree is encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Relocation Manager**

#### *Minimum Experience*

Minimum of 12 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides leadership, project coordination and management in relocation projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design issues. Provides constructability reviews, pricing/cost reviews and technical and management oversight. Assists management team in ensuring compliance with standards and contract/program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Safety/OSHA/Environmental Hygienist Inspector**

#### *Minimum Experience*

Minimum of 8 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.



#### *Minimum Education*

Bachelor's degree from an accredited college or university. Associate's degree plus 3 years' experience can be substituted for bachelor's degree. Must possess relevant certifications according to project requirements.

### **Risk Management Consultant I**

#### *Minimum Experience*

Minimum of 2 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

#### *Minimum Education*

Bachelor's degree from an accredited college or university.

### **Risk Management Consultant II**

#### *Minimum Experience*

Minimum of 4 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

#### *Minimum Education*

Bachelor's degree from an accredited college or university.

### **Risk Management Consultant III**

#### *Minimum Experience*

Minimum of 6 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*



Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

*Minimum Education*

Bachelor's degree from an accredited college or university.

**Senior Risk Management Consultant I**

*Minimum Experience*

Minimum of 8 years of experience with understanding of systems common in commercial construction.

*Functional Responsibility*

Manages and analyzes risk on complex projects. Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

*Minimum Education*

Bachelor's degree from an accredited college or university.

**Senior Risk Management Consultant II**

*Minimum Experience*

Minimum of 12 years of experience with understanding of systems common in commercial construction.

*Functional Responsibility*

Manages and analyzes risk on complex projects. Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

*Minimum Education*

Bachelor's degree from an accredited college or university.



### **Senior Risk Management Consultant III**

#### *Minimum Experience*

Minimum of 15 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Manages and analyzes risk on complex projects. Responsible for acting as a resource in use of change management procedures, with a focus on maintaining reference materials and ensuring new employees are trained in their proper roles. Facilitates change requests, approvals, and the scheduled releases into the production systems along with risk assessments. Represents the configuration, efficiency, and effectiveness of the change management process tool. Provides daily support for the change management policy, process, procedures, and tools, including training to users when necessary.

#### *Minimum Education*

Bachelor's degree from an accredited college or university.

### **Senior Project Claims Analyst**

#### *Minimum Experience*

Minimum of 12 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Responsible for planning, analyzing and evaluating the effectiveness of programs and related claims. These positions utilize a high degree of qualitative and include establishing study methods and techniques and analyzing and evaluating the effectiveness of complex program operations. Quantitative analytical skills in analyzing, evaluating, and improving program effectiveness. The major duties of this position include establishing study methods and techniques and analyzing and evaluating the effectiveness of complex program operations.

#### *Minimum Education*

Bachelor's degree from an accredited college or university.

### **Specifications Writer**

#### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Communicates technical information related to construction management projects. Researches and drafts procedures, guidance, reports, and contract provisions related to construction management project lifecycle. Demonstrates excellent writing and oral presentation skills and a sound understanding of administrative and contractual practices in the industry. Participates in strategic planning, contract document reviews and administrative processes. Supports proper adherence to procedures for processing invoices and contract modifications. Prepares payment and contract modification documentation for approval. Analyzes correspondence, cost estimates



and proposals for accuracy and strategic implications. Provides administrative guidance, support and coordination for key project processes such as planning, risk assessment, procurement, acceptance and contract close-out. Provides liaison and communication services between client and contractors relative to issue resolution, auditable materials, and general project management.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Structural Engineer**

#### *Minimum Experience*

Minimum of 8 years of experience with recognized leadership experience.

#### *Functional Responsibility*

Provides supervision, advisory or inspection services in project coordination and management at any stage of construction projects. Serves as a liaison among planners, designers, contractors and clients to facilitate resolution of design or installation issues. Provides constructability and deliverable reviews, pricing/cost reviews and technical oversight. Assists management team in ensuring compliance with standards, contract and program requirements.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Master's degree and/or registration are encouraged. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

### **Structural Inspector**

#### *Minimum Experience*

Minimum of 5 years of experience with understanding of systems common in commercial construction.

#### *Functional Responsibility*

Works under supervision of superintendent, project manager or construction executive. Performs inspection activities and associated reporting and documentation. Checks compliance with specifications, plans, codes and contract documents. Coordinates with installers to resolve deficiencies. Supports the project team in communication, logistics and safety matters.

#### *Minimum Education*

Bachelor's degree from an accredited college or university. Must possess relevant certifications according to project requirements.

### **Value Engineering Consultant**

#### *Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

#### *Functional Responsibility*



Performs cost estimating for construction projects. Prepares quantity surveys and conceptual estimates from design documents. Assists project team with value engineering efforts. Analyzes costs proposed by others and provides recommendations accordingly.

*Minimum Education*

Bachelor's degree from an accredited college or university. Training, certification(s) or license(s) from nationally accredited organizations are highly desired.

**Management Consultant I**

*Minimum Experience*

Minimum of 3 years of experience with recognized leadership experience.

*Functional Responsibility*

Designs and implements solutions for smaller projects/engagements or for portions of larger projects. Widely applies theories, concepts and system integration fundamentals. Develops client support plans for complex systems and/or major projects. Must demonstrate understanding to each of the following work areas: program and project management, contract management, accounting, information technology and security, systems engineering, value engineering, and/or process management. Is recognized as an extremely knowledgeable resource in several technical domains.

*Minimum Education*

Requires a bachelor's degree from an accredited college or university in engineering, science, architecture, or construction management.

**Management Consultant II**

*Minimum Experience*

Minimum of 5 years of experience with recognized leadership experience.

*Functional Responsibility*

Designs and implements solutions for smaller projects/engagements or for portions of larger projects. Widely applies theories, concepts and system integration fundamentals. Develops client support plans for complex systems and/or major projects. Must demonstrate understanding to each of the following work areas: program and project management, contract management, accounting, information technology and security, systems engineering, value engineering, and/or process management. Is recognized as an extremely knowledgeable resource in several technical domains.

*Minimum Education*

Requires a bachelor's degree from an accredited college or university in engineering, science, architecture, or construction management.

**Management Consultant III**

*Minimum Experience*

Minimum of 7 years of experience with recognized leadership experience.

*Functional Responsibility*

Designs and implements solutions for smaller projects/engagements or for portions of larger projects. Widely applies theories, concepts and system integration fundamentals. Develops client



support plans for complex systems and/or major projects. Must demonstrate understanding to each of the following work areas: program and project management, contract management, accounting, information technology and security, systems engineering, value engineering, and/or process management. Is recognized as an extremely knowledgeable resource in several technical domains.

#### *Minimum Education*

Requires a bachelor's degree from an accredited college or university in engineering, science, architecture, or construction management.

#### **Program Director**

##### *Minimum Experience*

Minimum of 10 years of experience with recognized leadership experience.

##### *Functional Responsibility*

Supervises project managers in the execution of their projects. Reviews and maintains responsibility of all aspects of the program including technical, schedule, performance and budget management. Provides program oversight. Ensures resources are available and that tasks are fully staffed with personnel, equipment and other required support. Sells, manages and/or delivers large projects, typically with multi-year contracts, multiple subcontractors and numerous deliverables. Manages the delivery of a large number and broad range of services and projects through the full services life cycle. Works extensively within one or more areas of specialization. Functions as an expert of industry knowledge in two or more market sectors. Evaluates the client's business strategy, objectives and requirements. Using advanced consulting methodologies, translates the client's long-range business plan into a service strategy. Interfaces at the client's senior management levels, up to the CEO/CIO level.

##### *Minimum Education*

Bachelor's Degree

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule (MAS) and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.



### Education Substitution Table

Additional education over the minimum required in any labor category may be substituted for required years of experience as follows:

Required Education	Actual Education	Credit for Additional Experience
BA/BS	PhD	6
BA/BS	PhD plus Professional Certification	8
BA/BS	MA/MS	2
BA/BS	MA/MS plus Professional Certification	4

### Experience Substitution Table

Additional years of experience over the minimum required in any labor category may be substituted for required education as follows:

Required Education	Actual Education	Additional Experience Required
BA/BS	HS/GED	6
BA/BS	HS/GED plus Professional Certification	4
BA/BS	AA	4
BA/BS	AA plus Professional Certification	2